



Bragg Creek Area Structure Plan Amendments: Terms of Reference

Electoral Division: 1

Project: N/A

Date:	March 12, 2024		
Presenter:	Andrew Chell, Senior Planner		
Department:	Planning		
Approved by:	<input checked="" type="checkbox"/> Executive Director / Director	and/or	<input checked="" type="checkbox"/> Chief Administrative Officer

REPORT SUMMARY

The purpose of this report is to present Council with a Terms of Reference (TOR), as set out in Attachment A, for a project to amend the Greater Bragg Creek Area Structure Plan (ASP) to guide future development and redevelopment within the Hamlet Growth Area in accordance with the Calgary Metropolitan Region Growth Plan (RGP) and Municipal Development Plan (County Plan).

The TOR lays out the workplan for the project, which is expected to begin in April of 2024, with expected completion in the fall of 2025. The project is proposed to be guided by the recommendation of a Visioning Committee, whose work would entail the first phase. The project would include full iterative public engagement and plan drafting, and would culminate in final adoption of the ASP amendments by Council following Calgary Metropolitan Region Board approval.

Along with the TOR, this report includes a budget adjustment request for \$618,500 which includes the cost of the Visioning Committee, all technical studies, and incidental costs primarily associated with advertising and public engagement. The County has applied for a grant through the Province’s Northern and Regional Economic Development Program, worth up to \$200,000. If the County is awarded the grant, that money would be used to fund background and technical studies that are otherwise proposed to be funded through the Tax Stabilization Reserve.

The TOR is structured to require Administration to return to Council with revisions to the document upon receiving a decision on the grant funding application and upon receiving the proposed Visioning Committee’s recommendations. This will provide Council the opportunity to refine the project budget and scope in response to these considerations.

ADMINISTRATION’S RECOMMENDATION

THAT Council approves the Bragg Creek Area Structure Plan Amendments Terms of Reference as presented in Attachment A.

THAT Council approves a budget adjustment of \$618,500 for the Bragg Creek Area Structure Plan amendments project as presented in Attachment B.

THAT Council supports the application to the Northern and Regional Economic Development Program requesting a contribution of \$200,000 towards background and technical studies supporting the Bragg Creek Area Structure Plan Amendments project.

Bragg Creek Area Structure Plan Amendments: Terms of Reference

BACKGROUND

The Greater Bragg Creek ASP was first adopted in 2007. In 2015, the Bragg Creek Revitalization Plan was prepared, which set out a vision for the redevelopment of Bragg Creek following the significant flooding of 2013.

A Terms of Reference was approved by Council in January of 2019 to prepare a Hamlet Expansion Strategy for the Hamlet Expansion Area of the ASP. Technical studies for this project were undertaken, along with initial public consultation. The technical studies recommended that significant improvements to water, wastewater, and transportation infrastructure are required to support the development of the Expansion Lands. Further, the County's Land Use Inventory shows that development within the ASP area has been relatively slow, with an average 4 dwellings built per year between 2001 and 2022. In light of the results of these studies, and with a new regional policy context under the Growth Plan, it was determined that broadening the scope of the ASP amendment to include the entire Hamlet area would lead to the best outcome for the community.

At the September 19, 2023, Council meeting, Council directed that the previous Expansion Lands Terms of Reference be rescinded, and a new Terms of Reference be approved with a broader scope:

MOVED by Councillor Hanson that the Terms of Reference for the Bragg Creek Hamlet Expansion Strategy project be rescinded;

AND THAT a Terms of Reference for the Bragg Area Structure Plan project, including the Hamlet expansion lands, be developed with scope, timeline and budget adjustment and brought back to Council no later than January 31, 2024.

ANALYSIS

Northern and Regional Economic Development Program

The County has applied for grant funding through the Province of Alberta's Northern and Regional Economic Development Program (NRED), which promotes regional and economic development and diversification. In Bragg Creek, the grant would be used to conduct supporting technical studies that would facilitate economic development forecasting and programming that would support target sector development in Bragg Creek.

Project Phasing

The project is proposed to occur in five phases (see Attachment A). A consensus-based Visioning Committee is proposed to initiate the project. The Committee would determine the high-level objectives that should be implemented in the final ASP and provide recommendations for ways that the subsequent phases of the project should proceed. The Committee would submit a Recommendation Report that highlights key aspects of Bragg Creek to be addressed within the ASP, and provide guidance on how the project should progress. Preliminary technical studies would also be initiated at the outset of the project. In Phase 2, the TOR and workplan would be refined based on the Visioning Committee's recommendations and the results of the NRED Grant award. The refined TOR would be presented to Council for approval before proceeding into the rest of Phase 2.

In Phases 3 and 4, the project would proceed to public engagement, which would include a full suite of engagement opportunities. Administration would then prepare a draft of the ASP amendments, which would be refined through an iterative process of public review and Administration revision. Finally, Phase 5 comprises the Bylaw approval process at Council, including a public hearing, as well as referral to the Calgary Metropolitan Region Board.

Bragg Creek Area Structure Plan Amendments: Terms of Reference

Past Work To Be Incorporated

The Bragg Creek Revitalization Plan and subsequent work on the Hamlet Expansion Strategy included significant effort and budget spent on technical studies and public consultation. Much of the information produced is still relevant to the Bragg Creek context today and is critical to the success of planning the Hamlet Growth Areas. This information will be used wherever possible and relevant to maximize the value of the project budget. The following table outlines the studies that have been previously conducted, and what work would need to be undertaken for this project:

Technical Studies Already Complete	Supplementary Work to be Undertaken
Traffic Impact Assessment - Hamlet Expansion (2020)	Update of Hamlet Expansion Transportation Network Analysis, and additional Network Analysis to include the Hamlet.
Servicing Feasibility Study for Hamlet Expansion (2020)	Update Hamlet Expansion Feasibility Study, Conduct Feasibility Study for existing Hamlet, and prepare Servicing Strategy for entire Hamlet Growth Area.
Master Drainage Plan (2013)	Update Master Drainage Plan.
Commercial Demand Study (2022)	Update and Complete Commercial Demand Study.

In addition to the above, some new studies will need to be undertaken for the Hamlet Growth area, such as an Environmental Screening Report (which is required by the RGP). A Development Suitability Analysis is recommended, which would study the hydrogeology of the area and outline development constraints due to proximity to the Elbow River, and with respect to recently-constructed flood mitigation infrastructure.

The project is proposed to include additional fiscal and economic study of specialized sectors in Bragg Creek (particularly tourism and hospitality) to supplement the 2022 Commercial Demand Study.

Guiding Policy Framework

Amendments to the Greater Bragg Creek ASP would be required to align with the higher-level policies and requirements of the South Saskatchewan Regional Plan, the RGP, the Rocky View County/City of Calgary Intermunicipal Development Plan, and the County Plan.

The Calgary Metropolitan Region Growth Plan

The Growth Plan defines Bragg Creek as a Hamlet Growth Area (See Figure 1 within Attachment A); this makes up a portion of the entire Greater Bragg Creek ASP area. Schedule 1 and Policy 3.1.8.1 of the RGP support the hamlet of Bragg Creek as a Hamlet Growth Area and, therefore, as a Preferred Growth Area. Policy 3.1.8.3 guides future growth within Hamlet Growth Areas, noting the density and composition that hamlets must meet. The table below provides a breakdown of the density targets for Hamlet Growth Areas, with the overall minimum density target set at 5 units per acre.

Growth Plan Placetype		Density	Minimum Proportion	Growth Plan Policy
Preferred Placetypes	Masterplan Communities	6 Dwelling Units/Acre	60%	3.1.2.2(c); 3.1.4.1
	Mixed-Use	12 Dwelling Units/Acre		3.1.2.3(c)
Residential Community		3.5 Dwelling Units/Acre	40%	3.1.4.4(c)

Bragg Creek Area Structure Plan Amendments: Terms of Reference

Municipal Development Plan

The County Plan acknowledges that Hamlets serve the surrounding area as hubs for commercial business uses. The County Plan's objectives for Hamlets are they be attractive, high-quality built environments with distinct, safe residential neighbourhoods, with unique identity and character. Policy 9.11 of the County Plan encourages a variety of housing forms to be developed in hamlets to provide for a range of affordability and lifestyle opportunities for residents. Policy 9.12 supports local employment uses and small business opportunities, and Policy 9.13 emphasizes well-designed public gathering spaces that promote active transportation, community character, and community cohesion.

The County is in the midst of a Municipal Development Plan (MDP) review, and this project is proposed to begin before the new MDP is in place. This project will consider the relevant trends and themes that arise as the MDP review project proceeds, and will ultimately align with the MDP that is in place at the time of adoption.

Economic Development Strategy

The County's Economic Development Strategy identifies Tourism, Retail and Entertainment as one of the four key sectors that the County will focus on enhancing. It delineates a Tourism and Hospitality Enhancement Zone, where opportunities exist to enhance overall tourism services for year-round experiences of a character and scale that blend with the existing landscape.

There are also external interests, including Travel Alberta, actively working to promote tourism in this area. Investment in the Economic Development aspects of Bragg Creek are critical to meeting the tourism demand while maintaining existing community character and functionality of the natural environment. The ASP amendment project aligns with the Economic Development Strategy's focuses on fostering growth in key sectors, promoting Rocky View County as a destination for investment in target sectors that align with our competitive advantages, and leveraging existing Government programs.

COMMUNICATIONS / ENGAGEMENT

A project objective under the TOR is to conduct effective, inclusive, and transparent community engagement. An engagement strategy would be prepared in Phase 1 of the project, which would outline the specific engagement work to be undertaken. Statutory requirements for advertising and public hearing(s) will be undertaken in alignment with the applicable legislation.

IMPLICATIONS

Financial

The proposed budget for the project is an estimated \$618,500. This includes \$75,000 for the Visioning Committee, as well as the full cost of technical studies required. The budget is expected to be updated following the recommendation of the Visioning Committee and pending the award of the NRED Grant.

The County has submitted its application for the NRED Grant, which is expected to be awarded in spring 2024. If the full grant is awarded, \$200,000 would be applied to lower the County's contribution to the project budget. If the County is not awarded the grant, Council would determine whether some studies should be removed from the project scope, or be undertaken at the full cost to the County.

In the past, the full budget estimate for technical studies for ASP projects was not reported with the project TOR, as those costs were budgeted the Engineering Department's general operating budget. The full budget amount is presented here in the interest of full transparency and accurate project accounting.

STRATEGIC ALIGNMENT

The Terms of Reference were drafted with Council's priorities in mind, and the aim of the project is to align with Council's strategic goal of Thoughtful Growth.

Bragg Creek Area Structure Plan Amendments: Terms of Reference

Thoughtful Growth	TG1: Clearly defining land use policies and objectives for the County –including types, growth rates, locations, and servicing strategies	TG1.2: Complete Area Structure Plans (ASPs) in alignment with the Regional Growth Plan and Council priorities	The ASP will be prepared in alignment with the Growth Plan and the MDP.
Thoughtful Growth	TG2: Defined land use policies and objectives are being met and communicated	TG2.1: Percent of land use approvals that are supported/aligned with the Regional Growth Plan & MDP	The ASP will be prepared in alignment with the Growth Plan and the MDP.
Thoughtful Growth	TG2: Defined land use policies and objectives are being met and communicated	TG2.2: Percent of growth/approvals within the approved growth areas within the Regional Growth Plan	This ASP is within an approved growth area under the Growth Plan. Planning for future development in this area will facilitate development approvals in this location, which will contribute to success under this metric.

ALTERNATE DIRECTION

Administration has no alternate direction for Council’s consideration.

ATTACHMENTS

- Attachment A: Bragg Creek Area Structure Plan Amendment Terms of Reference
- Attachment B: Budget Adjustment Request